



LOUISIANA
NOTIFICATION OF CHANGE FORM (NOC-1)
FOR
COMPANY NAME CHANGES, FACILITY NAME CHANGES, PERMIT TRANSFERS,
OWNERSHIP CHANGES, AND/OR OPERATOR CHANGES (FOR ALL MEDIA)

Instructions and requirements for NOC-1 Form are located on Page 5.

NOTIFICATION OF:

☐ Permit Transfer Date of Transfer _____
☐ Ownership Change Date of Change _____
☐ Operator Change Date of Change _____

☐ Company Name Change Date of Change _____
☐ Facility Name Change Date of Change _____

SITE INFORMATION

Agency Interest (AI) # _____
Facility Name _____
Location (use 911
address if applicable) _____
City _____ Parish _____

PERMIT INFORMATION

Please list all permit numbers regarding this facility (attach another page if necessary).

Air _____

Solid Waste _____

Water _____

Hazardous Waste _____

Biosolids _____

Are all permits for this AI # being transferred?

☐ **Yes** ☐ **No** *(If No, attach explanation)*

FOR COMPANY NAME CHANGE

New Company Name _____

Previous Company Name _____

Contact Name _____

Contact Phone _____

Email _____

Mailing Address _____

City _____ State _____ Zip _____

FOR FACILITY NAME CHANGE

Previous Facility Name _____

New Facility Name _____

FOR PERMIT TRANSFERS, OWNERSHIP CHANGES, OR OPERATOR CHANGES***PREVIOUS INFORMATION***

Previous Name _____

Previous Contact Name _____

Previous Contact Phone _____

Previous Email _____

Previous Mailing Address _____

City _____ State _____ Zip _____

NEW INFORMATION

New Name _____

New Contact Name _____

New Contact Phone _____

New Email _____

New Mailing Address _____

City _____ State _____ Zip _____

RESPONSIBILITY FOR EXISTING VIOLATIONS

Identify the party who will be responsible for all violations existing prior to the transfer including any potential fines for such past violations and for all outstanding fees and assessed penalties existing prior to the transfer of the permit:

Name _____

Address _____

City _____ State _____ Zip _____

Signature of Previous Permit Holder _____ Date _____

Printed/Typed Name and Title _____

Signature of New Permit Holder _____ Date _____

Printed/Typed Name and Title _____

ADDENDUM TO PERMIT APPLICATIONS per LAC 33:I.1701

1. Does the company or owner have federal or state environmental permits identical to, or of a similar nature to, the permit for which you are applying in Louisiana or other states? (This requirement applies to all individuals, partnerships, corporations, or other entities who own a controlling interest of 50% or more in your company, or who participate in the environmental management of the facility for an entity applying for the permit or an ownership interest in the permit.) ☐ **Yes** ☐ **No**

If yes, list permits and other states below or attach another page if more space is needed.

2. Do you owe any outstanding fees or final penalties to the Department? ☐ **Yes** ☐ **No**

If yes, explain below or attach another page if more space is needed.

3. Is your company a corporation or limited liability company? ☐ **Yes** ☐ **No**

If yes, attach a copy of your company's Certificate of Registration and/or Certificate of Good Standing from the Louisiana Secretary of State.

PERMIT LIABILITY TRANSFER AGREEMENT

Previous Business Entity Known As _____

Previous Facility Name _____

Previous Mailing Address _____

City _____ State _____ Zip _____

Presently covered under permit(s): _____

Relinquishes and transfers liability, responsibility, and coverage for the permit(s) to:

New Business Entity Known As _____

New Facility Name _____

New Mailing Address _____

City _____ State _____ Zip _____

Who accepts all responsibility, coverage, and liability pertaining to permit(s) listed above upon effective transfer occurring on:

Effective date of transfer _____

FINANCIAL ASSURANCE per LAC 33:I.1909.C

For Biosolids, Hazardous Waste, Solid Waste, and Water permits (regulated by the Public Service Commission) proof of financial assurance must be provided to LDEQ.

Does the Louisiana Public Service Commission regulate this facility? ☐ **Yes** ☐ **No**

CERTIFICATION

I, the undersigned certify, under provisions in Louisiana and United States law which provide criminal penalties for false statements, that to the best of my knowledge and belief formed after reasonable inquiry, the information submitted, including all attachments thereto are true, accurate and complete.

New Permit Liability Holder/Company Name _____

New Billing Address _____

City _____ State _____ Zip _____

Signature of New Responsible Official _____ Date _____

Printed/Typed Name and Title _____

Previous Permit Liability Holder/Company Name _____

Previous Billing Address _____

City _____ State _____ Zip _____

Signature of Previous Responsible Official _____ Date _____

Printed/Typed Name and Title _____

NOTE: If information and signatures are not obtainable from the previous owner, then the new owner must apply for a new permit. The previous owner has the option to request termination of the existing permit.

NOTE: Instructions and requirements for NOC-1 Form are located on Page 5.

**INSTRUCTIONS AND REQUIREMENTS FOR NOC-1 FORM
FOR
COMPANY NAME CHANGES, FACILITY NAME CHANGES, PERMIT TRANSFERS, OWNERSHIP CHANGES,
AND/OR OPERATOR CHANGES (FOR ALL MEDIA)**

The NOC-1 form is to be submitted when a permit is transferred, a company's name changes, a facility's operator changes, or a facility's name changes in accordance with LAC 33:I. Chapter 19. Submission of this form shall in no way constitute approval of the change request. The office will notify the requestor in writing of the decision regarding the change request. **All information must be provided. Do not leave any sections blank. Use N/A if not applicable.**

- 1. Prior to or no later than 45 days after a change has occurred, submit one completed and signed original NOC-1 Form and one copy for each facility (Agency Interest No.).** List all permits under the agency interest number for all media. Note the different sections for permit transfers and/or company name changes or facility name changes. **The "effective date of transfer" is the specific date of transfer of the permit responsibility, coverage, and liability between the previous and new permittee.**
- 2. Submit Proof of Registration with the LA Secretary of State.** If your company is a corporation or a limited liability company, attach a copy of your company's Certificate of Registration and/or Certificate of Good Standing from the *Louisiana Secretary of State*. All documents must use the company name as it is specified with the Louisiana Secretary of State. To ensure that the proper name is on your form, please check the *LA Secretary of State's Corporation Database* at: <https://coraweb.sos.la.gov/CommercialSearch/CommercialSearch.aspx>.
- 3. Submit payment.** All payments made by check, draft, or money order shall be payable to Department of Environmental Quality. For electronic funds transfer (EFT), contact the LDEQ Office of Management and Finance. For online payments, see <http://business.deq.louisiana.gov/>. Submit fees as follows:

Air Permits	company or facility name change, transfer, ownership or operator change	per facility	\$ 150
Hazardous Waste Permits	company or facility name change, transfer, ownership or operator change	per permit	none
	Note: This form does not substitute for the HW-1 form. Any fees associated with the HW-1 form are separate from the fees noted on this form.		
Solid Waste Permits	company or facility name change	per permit	none
	transfer, ownership or operator change		
	• Type I, IA, II, IIA	per permit	\$ 1,320
	• Type III, Beneficial Use	per permit	\$ 330
	• Waste Tire Processors	per permit	\$ 100
Water Permits	company or facility name change	per permit	none
	transfer, ownership or operator change		
	• general permit (LAG)	per permit	none
	• individual	per permit	10% of the calculated annual fee but not less than \$ 345, excluding oyster fee
	• LAJ Biosolids	per permit	none
	Note: Stormwater permits beginning with LAR04, LAR05 and LAR10 are not transferrable.		

If you would like assistance with Notification of Changes, please contact the Permit Application Administrative Review Group at 225-219-3292.

Completed package should be sent to:

Permits Application Administrative Review Group
Public Participation and Permit Support Services Division
Office of Environmental Services
Post Office Box 4313
Baton Rouge, LA 70821-4313